



Nicole Nootbaar

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Career Summary

Designer with over three years of experience working in the field with a bachelor's degree in Graphic Design. Experienced with time management, page layout, marketing collaboration and client communication as well as proficient in Adobe Creative Cloud Suite. Looking to further utilize my creativity, learn new skills, and grow as a Graphic Designer.

Professional Experience

Integrity One Technologies - Facilities Management for Riverview Health
Indianapolis, IN - Noblesville, IN

Production Artist: January 2016 – Present

- Laying out bi-annual magazine, *Riverviews*.
- Collaborating with the Marketing Department to create flyers, brochures, posters, booklets and more for Riverview Health.
- Laying out new forms and updating old forms at the request of the Riverview Health Forms Committee.
- Assisting in the printing of Riverview Health marketing materials.
- Designing signage and booklets for Integrity One Technologies.

BaXol Properties LLC
St. John, IN

Graphic Designer: June 2015 – December 2015

Graphic Design Intern: March 2015 - June 2015

- Designed collateral materials for the Baxol Properties' subsidiary companies (uZuS Services, NWI Rental, Versatile Real Estate Solutions, PCR Asset Solutions).
- Collaborated with the Executive Assistant to ensure the best marketing campaigns and strategies.
- Attended Chamber of Commerce luncheons to promote the company.
- Managed the company websites to keep them up to date on information and design.

Office Depot/OfficeMax
Highland, IN

Sales Consultant - Print Services: August 2014 - September 2015

- Managed multiple clients' projects and made sure that each project was completed on time for pick up.
- Printed, copied, scanned, bound and/or laminated according to the customer's specifications.
- Worked both independently as well as with co-workers to ensure the best customer experience.
- Recommended products and services that will assist customers in completing their projects.
- Assisted in the training new Print Center Associates.

Imperial 1002
Chicago, IL

Graphic Design Intern: October 2014 - February 2015

- Created custom designs for a variety of clientele.
- Assisted the design team by designing elements of clients' orders.
- Learned new techniques and styles through critiques and discussions with the Art Director.

Education

BS in Graphic Design, Minor in Art History-Indiana State University, Terre Haute, IN 2014

Dean's List – 2012-2014

Ad Designer for the campus newspaper, The Indiana Statesman - 2013-2014